

MELSONBY PARISH COUNCIL DRAFT MINUTES**THE ANNUAL MEETING OF MELSONBY PARISH COUNCIL HELD ON Thursday 17th January at 7.30PM IN MELSONBY PRIMARY SCHOOL**

PRESENT: Cllr A Stokoe (AS) (Chair), Cllr V Elrington (VE) (Vice-Chair), Cllr J Stansfield (JS), Cllr David Dixon (DD), Cllr T Sutton (TS) Cllr S Priestley (SP), District, Cllr J Wilson-Petch (JWP) RDC, J Welham (Clerk), residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies	Cllr J Stansfield, Cllr David Dixon, Cllr J Wilson-Petch	Apologies accepted.	
2.	Declarations of Interest		WN declared an interest in planning application for Central Villas.	
3.	Minutes of last meeting	The minutes of the last meeting were agreed	Signed by AS.	
4.	Police Update	Update	No police officer was present and no updates had been received prior to the meeting.	AS
5.				
5a	Telephone box	Updates on signs	WN advised signs at telephone box had been installed and this item is now completed.	WN
5b	Well on East Road	Update on clearance work	The Melsonby sign has now been installed at the well. TS had done some further clearance work. WN is to provide more limestone to tidy up the well.	WN
5c	Defibrillator Training dates	Update	The Melsonby sign has now been installed at the well. Steve Pace had asked if shrubs near defibrillator could be pruned. Not sure which shrubs require attention. AS is to check but suspect it is tree growing in garden of 1 High Row causing shadow from streetlight. A resident at the meeting asked if it is possible for the defibrillator to be moved somewhere more prominent but it was discussed and agreed that there is currently no other suitable location. When a village hall is provided it will be moved there.	AS
5d	Emergency Planning	Update from TS	Ongoing.	TS
5e	NRCP	Update from TS	No update.	TS
5f	Storage Container		Allotment Association meeting next week and they will discuss possibility of putting storage container on one of the	AS

			disused and less productive plots. Awaiting outcome of meeting.	
5g	Village Green Registration	Update from Clerk on application submission	Completed.	Clerk
5h	NYCC and RDC updates	Updates from County Councillor	<p>AT update – RDC council tax budget is only out of balance by £3k so this will be paid from reserves and their portion of council tax increase will be minimal. Unfortunately, NYCC budget is £13 million in deficit and despite efficiency savings being planned it is likely that their portion of council tax will increase by 4.99% maximum allowed.</p> <p>Community speed watch AT application to Area 1 to produce village signs similar to Gilling's is in hand. It is likely there will be an announcement regarding speed matrix boards on 1st April 2019. NYCC will be issuing regulations regarding purchase, location, etc. Highways are now involved in identifying requirements for regulations. AT had received an email from a resident complaining about litter at Barton interchange. He has taken it up with RDC Street Scene but the area may be property of Highways England so RDC may not be able to assist. AT announced that once speed matrix boards have been finalised his next campaign will be reducing litter in the area. He wrote to MP suggesting a levy be charged on takeaways and money raised to be used for litter clearance.</p>	
5i	Parish Welcome Pack	Update	Two quotes had been received. A vote was in favour of the lowest quote. SP to proof read the copy which JS had provided before printing goes ahead.	SP/JS
5j	Play park issues	Update on bin and maintenance of equipment	The play park inspection had not shown any major areas of concern. AS to speak to LP regarding goal posts for Moor Road play park.	AS
5k	Memorial Tree on Village Green		VE knows what is the best thing to use for the memorial plaques but couldn't remember name of it; he will find out. Clerk to check with Mike Carr to find out who cheques should be made payable to.	Clerk
5l	ANPR Camera	Update on request for provision of a camera	No update.	Clerk
5m	Dog waste bin replacement	Update on replacement bin at Jagger Lane	Still ongoing.	Clerk
5n	Cleaning the Beck		The main area of the beck requiring cleaning is across the village green which is a man-made culvert and not natural	AS/DD

			habitat. It is stone lined and just needs clearing of weeds. AS to speak to DD as he is dealing with this item.	
6.	Compliance with GDPR/DPA Security Incident Policy		Clerk to write up policy using YLCA template for next meeting.	Clerk
7.	Community Speed Watch and road signs		Waiting for better weather before resuming.	JS
8.	The LWB Richmondshire Rover Service		At this stage there is a request for an indication of financial support for the Little White Bus but no actual commitment to pay. Residents of the village do use the service and PC would be happy to consider making a financial contribution but no figure agreed at this point in time.	Clerk
9.	Parking on Moor Road		A private resident has bought signs to put up at the grassed area in question. This is not being pursued by the PC. Grassed area is responsibility of RDC.	Clerk
10.	Grass Cutting Contractor 2019/20		VE provided update. Two companies had been out to look - one had given a reasonable quote; the other had not responded. AS had spoken to Rob Skelton but he is not interested in taking up the contract. Agreed that VE to seek recommendations from other PC's that use services of G Hastie who provided a quote and if they are acceptable the contract will be given to him for 1 year.	VE/Clerk
11.	Glebe Court Community Garden		TS will speak to relevant parties and progress.	TS
12.	Burial ground issues	a. To discuss progress on footpath b. Guidance from YCLA on burial ground maintenance	TS is very concerned about the wall that has partially collapsed as it is a health and safety issue. No response had been received from Gary Hudson at RDC. Clerk to chase him up and stress health and safety concerns. a. Footpath development still ongoing. AS to speak to Mike Carr and see if the PCC can respond and would be prepared to take this forward with the diocese. b. It is the responsibility of the owners of the headstones that are laid down to repair them PC's responsibility is just to ensure they are safe. Safety check to be carried out in PC area of burial ground as per YLCA guidance. Clerk to put this on next agenda to agree date, last check was in April 2018.	Clerk AS Clerk

13.	Finance	Clerk to provide budget report for year 2018/19 to date see Appendix – emailed to Councillors prior to meeting	Update provided on current finances, cheques signed, including an additional cheque for WN for cost of signs at phone box £40.00 and previously held MacPlant Cheque as work is now completed.	
14.	Planning Applications	See Appendix to Agenda for details	Planning applications as per appendix; no additional concerns.	
15.	Correspondence	Correspondence received and dealt with by Clerk since last meeting in September. See Appendix to Agenda for details	Correspondence as per appendix.	
16.	Public Participation	Opportunity for residents to bring matters to the attention of the Parish Council	Resident asked if the litter bin outside the school could be swapped with one of the larger bins e.g. one outside old post office which is rarely used. Over Christmas and at other times throughout the year the bin outside the school is left full to overflowing with dog waste bags as it is close to a popular dog walking route. It is only a small bin and can't cope with amount of usage. Clerk to get quotes from RDC for both a replacement larger bin and price for swapping existing bins if applicable. New LED streetlights have been installed at the centre of the village but not yet outside school where it is very dark. Clerk to contact RDC to see when/if the nearest streetlight to school is being upgraded.	Clerk
18.	Items for future Agenda	Opportunity for Councillors to bring up items to be included in next meeting's Agenda	Agenda item to agree date for burial ground inspections as per item 12 along with annual health and safety check around the village.	
19.	Date of next meeting		The next Parish Meeting will be Thursday 21 st March 2019 at 7.30pm.	
<u>Meeting ended at 8.55pm</u>				

After meeting WN advised Christmas carol service had been very well attended and a total of £700 had been raised for the Flush Fund. Please can this go in the next Newsletter with a big thank you to all participants.